

**SECRET**

7 JUN 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 4 June 1971

1. Voluntary Investment Plan. As of the beginning of business today, the number of persons signed up for participation in VIP is [REDACTED]. Bi-weekly payroll deductions will total \$40,819 which, projected, will amount to \$1,139,750 on an annual basis. This amount will qualify us for the 1% commission rate. Requests from our overseas personnel continue to arrive. The average payroll deduction is [REDACTED].

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2. Cooperative Education:

a. Last week [REDACTED] conducted a seminar for the current NPIC co-ops to discuss their assignments and listen to their suggestions. All seemed happy with their assignments except two computer co-ops would be interested in exploring the wider horizons that OCS may offer. [REDACTED] will follow up on this matter.

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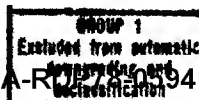
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b. NPIC has taken on 2 Summer Interns from Hampton University (Black).

3. Retirement Information Briefing of Office of Finance Conferees

[REDACTED] On 3 June the Deputy Director of Personnel for Special Programs and Chief, Retirement Affairs Division provided a two-hour presentation on the current retirement related services offered by the Office of Personnel to 167 Office of Finance careerists [REDACTED].

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4. Recruitment Advertising. Recently placed newspaper advertising for several types of language specialists has brought in mixed responses.

(A) Chinese (run for FE in Washington, D. C. papers: response has been light to medium).

(B) Vietnamese and Cambodian (run for FE in several major papers and the Army Times: responses have been running medium to high and reportedly of exceptional quality).

(C) Russian (run for SB Division in Boston only: response has been very light).

(D) French and Spanish Instructor (run for OTR in Washington, D. C. papers: response very high).

5. Washington Area Recruitment Office. Insulation and sheet rock walls were installed in several of the rooms in WARO. The insulation was installed to make the WARO area more comfortable during the cold season. These improvements were recommended by Logistics' Engineers.

6. Attendance at SPA Conference. [REDACTED]

[REDACTED] attended the Society for Personnel Administration National Conference in Washington, D. C. on 27-28 May 1971.

7. Reserve Activities. [REDACTED]

[REDACTED] of Reserve Branch (MREB) visited Headquarters, Fifth Naval District, Norfolk, Virginia to discuss Reserve matters relating to Agency Navy Reservists. Discussion was held with the officials from the District who support the Agency Navy Reserve Unit.

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8. Blood Donors. Blood Donor Day was 1 June. One hundred forty-four pints of blood were donated by Agency employees.

/s/Harry B. Fisher  
Harry B. Fisher  
Director of Personnel

Distribution:

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OD/Pers/[REDACTED]:pjs (7 June 71)

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